



Event Packages and Policies

Private Room Packages

Package 1: Entire Restaurant Space

- Ideal for guests greater than 65.
- \$1000 rental fee.
- Additional fee if security is required, \$275.
- Up to 6 hours of event time.
- Cleaning fee \$200.00

Package 2: Backroom Space

- Maximum capacity 65 guests.
- \$800 rental fee.
- TV and AV setup available.
- Up to 6 hours of event time
- Cleaning fee \$150.00

Event Policies

Hours of Operation

Events may be scheduled between 8am-12am

Deposits and Cancellations

A nonrefundable deposit of \$100 is required to secure your event date.

A 50% payment will be applied after finalization of quote.

Remaining balance due 7 days prior to the event, unless approved in advance by management.

*Any add ons after the finalized quote will be charged on the day of event.

Notice of event cancellation must be provided to the restaurant no less than 7 days prior to the scheduled event.

Cancellations will result in forfeiture of deposit.

Buffet Requirements

All events must select a buffet menu option from our event package menu.

All buffet services require 1 server per 30 guests. (4 hours minimum)

Capacity

Maximum occupancy for restaurant is 130 guests.

Private room occupancy is 60 guests.

Food, Beverage, and Rentals

No outside food, drinks, equipment, or supplies permitted.

No outside vendors allowed unless approved in advance by management.

Servers and Bar Service

Servers: \$55/hour (4 hours minimum)

Bar service: \$275 flat rate (4 hours minimum)

Drink tickets for prebought beverages are \$12/ticket.

No outside alcohol permitted. All alcohol purchased through restaurant or pre ordered.

Beer, wine, and wine based mixed drinks available.

Tables, Chairs, and Equipment

For private room events, clients may only use the tables and chairs located inside the private room or restaurant.

Additional tables, chairs, specialty items or equipment rental needs to be approved by management.

All booths, large furniture, and restaurant décor must stay in place, unless approved by management.

Decorations

All decorating and cleanup must be completed within the contracted rental period.

No tape, hooks, adhesives, nails, staples, or similar items may be attached to walls, ceilings, or fixtures.

No confetti, glitter, or similar items are to be used.

Decorations left behind will be discarded.

Servers are not responsible with decorating or removing décor.

Valley Restaurant and Catering is not responsible for any damages caused by client décor or decorating services.

Setup and Cleanup

Clients are welcome to setup the day before the event between 8am and 3pm for private room only.

For bar room decorations please arrive after 3pm and coordinate your setup time with management in advance.

Please note that the restaurant will be open Tuesday-Saturday from 8am-3pm and we kindly ask that you remain mindful of guests and staff when decorating.

Valley Restaurant and Catering is not responsible for any vendor's equipment.

Additional fees may be added if more time is needed for setup and cleanup.

Audio/Visual Equipment

TVs are available for client use.

Clients must provide their own laptop and USB/HDMI cables.

Clients are responsible for confirming TV compatibility during the scheduled walkthrough.

Microphone and speaker available at an additional fee.